



Department of Motor Vehicles
Tax Services
P.O. Box 27422
Richmond, VA 23269-7422

VIRGINIA FUELS TAX INFORMATION AND NEWS

FUELS TAX SCHEDULES - DOCUMENT NUMBER

December 2002

Virginia fuels tax schedules require that you provide a *Document Number* for each shipment listed on the schedule. This number is used to help track the movement of fuel through the fuel chain. Please use the following charts to determine the correct document number to provide.

LICENSEE TYPE	SHIPMENT TYPE	DOCUMENT NUMBER
MOTOR FUEL		
Terminal Operator	Barge or Pipeline	Ticket Number
	Truck	Terminal Manifest Number (Bill of Lading)
Supplier	Truck from Terminal	Terminal Manifest Number (Bill of Lading)
	Truck from Bulk Plant	Invoice Number
Aviation Consumer Blender Distributor Fuel Alcohol Provider Importer Transporter	Any type shipment from terminal	Terminal Manifest Number (Bill of Lading)
	Any type shipment from bulk plant	Invoice Number
ALTERNATIVE FUEL		
Bulk User of Alternative Fuel Provider of Alternative Fuel Retailer of Alternative Fuel	Any type shipment from terminal	Terminal Manifest Number (Bill of Lading)
	Any type shipment from bulk plant	Invoice Number

Failure to provide the correct number will result in your report and schedules being returned and you will be charged penalties and interest.

If you have questions regarding this information, you may contact DMV's Tax Services at:

(804) 367-0934, 367-2294, or 367-4329 (voice) (800) 272-9268 (deaf or hearing impaired only)

(804) 367-0233 (fax)

dmvseh@dmv.state.va.us (e-mail)